Vidya Devi Jindal School

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(CBSE Affiliation No. : 530042)

Ref. No. VDJS/152/GC/2017
08 November 2017

Mr Gopal Singh Mehta
House No. 25
Naayagaon Chandan Singh
Post Office : Kamola
Tehsil : Kaladhungi – 263 140
Distt. Nainital (UK)

APPOINTMENT LETTER

Dear Mr Gopal Singh Mehta,

The School Management is pleased to appoint you in the appointment of **'Mess Manager'.**

1. Your appointment takes effect from 06 November 2017. You will be on probation for a period of one year i.e. upto 31 October 2018. The period of probation may be extended further for a period of one year at the sole discretion of the Management.

1.1 You are placed in the consolidated salary of Rs. 41,000/- per month plus PF as per school rules. Annual increments will be made on the basis of merit in accordance with the guidelines of the school from time to time.

1.2 In addition to your consolidated salary, you will be entitled to perquisites as applicable to you from time to time as per the rules of the school.

1.3 The perquisites and allowances applicable to your salary/post are subject to alteration and amendment and you will be entitled to the same as per school rules.

2. During the period of probation, your services may be terminated without assigning any reason thereof, by either party giving one month's notice in writing to the other, or one month's salary in lieu thereof.

2.1 Your confirmation shall be subject to satisfactory performance and good conduct. After confirmation, your services may be terminated without assigning any reason thereof, by either party giving three month's notice in writing to the other, or three month's salary in lieu thereof.

3. However, either during the period of your probation or after your confirmation, in case of breach of the disciplinary rules of the school or misconduct, your services may be terminated with immediate effect. In such event, it would not be necessary for the management to give you any notice or notice pay whatsoever.

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